

**ENGINEERING DIRECTIVE**

*Ross B. Lindis*  
Chief Engineer

**Direct Expense Payments to Consultants**

The purpose of this Directive is to update all previous Notices, Directives, and Policies on the subject of "Direct Expense Payments to Consultants".

Effective immediately, the Department's policy will be to pay Consultants for all appropriate charges billed under direct expenses when accompanied by proper documentation.

Proper documentation shall consist of either of the following:

- A. Receipted bill paid by the Consultant for direct expenses, or
- B. Certification by the supplier(s) that the subject goods or services have been delivered.